

ARTICLE 4 - COMMITTEES

Section 1 – Establishment of Committees

The Board may establish committees upon the action of a majority of Board members present and voting. The Board may create standing and special committees. Standing committees are those created permanently; special committees are those created temporarily by the Board.

Section 2 – Standing Technical Advisory Groups

a. Standing technical advisory groups shall review all proposed changes to the Construction Codes whenever assigned to do so by the Chairperson or whenever the chairperson, or vice chairperson of a technical advisory group believes a proposed change would impact upon the provisions of the Construction Codes normally reviewed by his or her technical advisory group.

b. The Board may establish the following standard technical advisory groups and such additional groups or committees as are deemed necessary to fulfill the Board's purpose:

- Legislative
- Fire and Life Safety
- Accessibility
- Structural
- Electrical
- Residential
- Plumbing, Mechanical, and Boiler
- Elevator
- Energy
- Existing Buildings
- Property Maintenance
- Green Buildings
- Policies, Issues, Administration, and Enforcement

c. The Board or the chairperson of a technical advisory group may appoint individuals who are not Board members to the technical advisory group; provided, that the individuals are qualified in the relevant subject matter and disclose any business or professional conflicts of interest on forms provided by the Board; and provided further, that the total number of appointed individuals, including the chairperson and vice chairperson of the technical advisory group, but excluding the Board Chairperson, shall be an odd number. The maximum number of voting members on a technical advisory group shall be seven.

d. Technical advisory group members shall have full voting rights within the technical advisory group and may be included in determining a quorum for technical advisory group actions; provided that those members have been approved by the Board by motion. Technical advisory group members who have not been approved by the Board by motion shall be allowed to participate in discussions, but shall not have full voting rights and shall not be included in determining a quorum.

All actions of a technical advisory group shall be approved by a majority vote of the duly qualified technical advisory group members present. A quorum of two thirds of the technical advisory group members shall be required to vote on technical advisory group matters.

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e. The Chairperson shall appoint chairpersons and vice chairpersons of technical advisory groups. The chairpersons shall preside at all meetings of the technical advisory groups, and appoint members with the approval of the Board. Technical advisory group chairpersons and vice chairpersons shall have voting rights. Pursuant to Section VI of Mayor's Order 2009-22, the chairperson and vice chairperson of each technical advisory group must be a Board member. Any member of the Board may serve as a voting member of a standing technical advisory group if a maximum of seven members have not been assigned to a technical advisory group.

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f. The vice chairperson of the technical advisory group shall be a member of the technical advisory group and shall perform the duties of the chairperson of the technical advisory group in all cases in which the chairperson of the technical advisory group is unable to serve. The vice chairperson of the technical advisory group shall serve as alternate to the chairperson and assist in such matters as may be delegated to him/her by the chairperson of the technical advisory group.

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g. The Board shall charge a technical advisory group with its mission, including its reporting requirements. The Chairperson shall ensure that items requiring technical advisory group action are referred to the appropriate group as provided in Article 3, section 4 above. Each technical advisory group shall establish the procedure which, in its opinion, will facilitate its achieving its mission. Technical advisory groups may not speak for the Board.

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